

**WATER POLLUTION CONTROL AUTHORITY  
REGULAR MEETING  
Meeting Room A  
Tuesday April 22, 2014**

**MEMBERS PRESENT:** Dan Atwood, Roger Gale, Tim Rainville

**MEMBERS ABSENT:** Stewart Morse, Roger Gale

**OTHERS PRESENT:** Kristi Stabley

**1. CALL TO ORDER:**

The meeting was called to order by Secretary Tim Rainville at 7:05 PM.

**2. APPROVAL OF THE REGULAR MEETING MINUTES OF MARCH 25, 2014:**

**MOTION BY DAN ATWOOD TO APPROVE MINUTES AS PRESENTED . SECONDED BY ROGER GALE. ALL IN FAVOR.**

**MOTION BY TIM RAINVILLE TO ADD ITEMS TO THE AGENDA UNDER ITEM #5. SYSTEM MAINTENANCE UPDATE: B. RAINFALL DATA C. GRINDER PUMP DO'S AND DON'TS D. LOCAL PLUMBER UPDATE. SECONDED BY ROGER GALE. ALL IN FAVOR**

**3. CITIZEN COMMENTS:** None.

**4. OLD BUSINESS:**

**A. MANHOLE UPDATE:** Justin Skelly from Tighe&Bond updated the WPCA and said that NEPCCO will let Justin know when they intend to get out and begin the manhole rehabilitation work. The contract allows NEPCCO to complete the work by May 26, 2014, but Justin suspects that the work will be started in a few weeks.

**B. BUDGET REVIEW:** To be tabled to next regularly held meeting.

**C. CLEAN WATER FUND APPLICATION UPDATE:** Dan Atwood asked for this email to be added to the minutes. "On Tue, Apr 1, 2014 at 5:00 PM, Hawkins, Susan wrote:

Hello Mr. Atwood,

I have received the CWF 653-PG planning grant agreement and have routed it for signature. Once signed by the DEEP and the Office of the Attorney General I will return a fully executed copy to you and set up the project in our accounting system so that you can receive payment. Based on the payment cycle I would anticipate you receiving reimbursement by the 13<sup>th</sup> business day of May. I will review the invoices and contact you with any questions. Sue"

*Susan Hawkins- Supervising Accountant*

*Clean Water Fund, 1st Floor*

*Financial and Support Services*



**D. SEWER SYSTEM MAINTENANCE UPDATE:** No new updates at this time.

**E. DATA LOGGER UPDATE:** A replacement data logger is in the process of being rectified.

**5. SYSTEM MAINTENANCE UPDATE:**

**A. CONTINUATION OF INVESTIGATION OF SPIKE IN FLOW TO PUTNAM:** No new updates at this time.

**B. RAINFALL DATA:** The WPCA board asked Kristi to contact the West Thompson Dam to discuss rainfall data and how the WPCA can obtain for their records.

**C. GRINDER PUMP'S DO'S AND DON'TS:** The WPCA board asked Kristi to contact other towns that have grinder pumps on their sewer systems to see if or what documentation have been sent out to current customers.

**D. LOCAL PLUMBER FOLLOW-UP:** Kristi informed the board that all of the plumbers on the preferred vendors list were either not interested or not available after hours for service. The board asked Kristi to look into other possible plumbers.

**6. FLOW REPORTS:**

**A. WEEKLY METER READING OF MAIN LINE WASTE WATER FLOW TO PUTNAM FY 2012-2013:** A brief discussion was had.

**B. WATER METER READINGS FOR FY 2012-2013:** A brief discussion was had.

**7. CITIZEN COMMENT:** None.

**8. PAYMENT OF BILLS:**

**WPCA APRIL 26, 2014 BILLS**

<b><u>Vendor</u></b>	<b><u>Line Item</u></b>	<b><u>Charges</u></b>
Woodstock Town Clerk--- Invoice# 39752 Account# 41	500.00.006.00 WPCA Recording fees-Town Clerk	\$10.00
Connecticut Light & Power---	500.00.224.00	\$570.28

Account# 51942724014	WPCA Lift Station CL&P	
A-1 Septic---Pump chamber at 36 Ellen Lane 3/24/2014	500.00.218.00 WPCA Grinder Pump Repair	\$390.00
Tighe&Bond---Invoice# 032014216 Task Order#5 and Amendment No.1	500.00.213.00 Consulting Services Engineering	\$1,300.00
AT&T--- Account#8609283192003	500.00.225.00 Lift Station Telephone	\$33.17
S.A.S. Construction, Inc--- Invoice# 6178. 36 Ellen Lane	500.00.218.00 Grinder Pump Repair	\$940.50
LeClair Ryan		<b>CREDIT= \$766.29</b>
<b>TOTAL AMOUNT DUE: \$3,243.95</b>		

Tim Rainville identified the following bills for consideration by the Authority:

**MOTION BY DAN ATWOOD TO APPROVE PAYMENT OF THE BILLS EXCEPT S.A.S. CONSTRUCTION AND A-1 SEPTIC. SECONDED BY TIM RAINVILLE. ALL IN FAVOR. MOTION APPROVED.**

WPCA board asked Kristi for clarification of bills in question before approval can be made.

**9. CORRESPONDENCE:** None

**10. REVIEW OF MEMBER FOLLOW-UP ACTIVITIES FOR THE NEXT MEETING**

- Kristi bill clarification
- Kristi West Thompson Dam rainfall data
- Tim data logger update
- Tim flume update
- Kristi plumber follow-up

**11. ADJOURNMENT**

**MOTION BE DAN ATWOOD TO ADJOURN THE MEETING. SECONDED BY ROGER GALE. ALL IN FAVOR.**

The meeting was adjourned at 7:49 PM.

Respectfully Submitted  
Kristi Stabley  
WPCA Executive Administrator